



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
THE COMMANDING GENERAL
UNIT 29351
APO AE 09014

AEAGA-S

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAREUR Command Policy Letter XX, Mission Briefings for Vehicle Dispatch and Operations

1. References:

- a. USAREUR Command Policy Letter 3, Safety, 6 November 2001
- b. USAREUR Command Policy Letter 9, Safety and Dispatch of Military Vehicles
- c. FM 100-14, Risk Management, 23 April 1998

2. An increase in on duty vehicle accidents resulting in fatalities, injuries and repair costs are a major concern. Leaders must ensure that subordinate leadership, down to 1st line supervisors, are conducting mission briefs for their soldiers and including the relevant safety concerns and controls identified through risk assessments prior to vehicle dispatch. For many leaders, this is done on a routine basis. However, analysis of several recent fatal accidents indicates that mission briefings are not occurring for all vehicle dispatches and missions.

3. Leaders must continue to focus their units on accomplishing the basics. We are talking about ensuring our team, section leaders and up are using the leadership tools such as: troop leading procedures, the five paragraph OPORD, the eight step training process, risk management.... in order to successfully accomplish their vehicle missions.

4. The intent is for commanders and leaders to focus their efforts on ensuring risk management is integrated into all of their efforts. How this is done is up to commanders. Commanders must be able to explain how and what they are doing to ensure all soldiers are getting vehicle mission briefings. A sample vehicle mission risk assessment tool can be found at <http://www.per.hqusareur.army.mil/services/safetydivision/main.htm>. Remember that we **"Lead by and Set the Example"**.

5. Command Policy Letter 3, Safety, identifies command levels authorized to accept particular risk levels. Chains-of-command one level down will brief the vehicle mission. For example, a high-risk mission requires battalion-level approval, but a company-level chain-of-command will brief the mission. The briefing will include the following points, as appropriate:

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- a. Clearly Stated Mission (who, where, when, why, how)
 - b. Commander's Intent
 - c. Weather/Road Conditions
 - d. Route and Rest Points
 - e. Crew rest
 - f. Overall Risk Assessment/Highest Mission Risk
 - g. Emergency POCs and telephone numbers.
6. All Tactical vehicle movements, during garrison and tactical field training will have a DTG annotating who gave the mission briefing and when the mission briefing was given in an effort to provide feedback.
7. Mission success demands that leaders assume active roles in preparing our soldiers for success.

MONTGOMERY C. MEIGS
General, USA
Commanding

DISTRIBUTION:

HAZARDS:

CONTROLS:

ADDITIONAL FACTORS:

- ADD -** 10 points if driver is 18-25 years old
 10 points if mission is returning the morning after a 72 or longer FTX
 10 points if the vehicle is operating on a circle red X
 5 points if driver has had an accident or moving violation in last 6 months
 5 points if driver has less than 3 years experience driving on public roads
- Deduct -** 12 points if Driver is 0-3 / W3 / E-7 or above, 8 points if E-6
 10 points if driver and assistant have driven the route in blackout drive 5 times in last 30 days
 5 points if chains are used on red or black roads
 5 points if driver has conducted mission 5 times in last 30 days
 5 points for detailed mission planning, convoy brief and rehearsal

- ** Amber road conditions require the Company Commander's approval for dispatch**
**** Red road conditions require the Battalion Commander's approval for dispatch**
**** Black road conditions require the Brigade Commander's approval for dispatch**

Prepared by: RANK / NAME

SIGNATURE

MISSION COMPLEXITY	AUTOBAHNS	SECONDARY ROADS	TANK TRAILS	UNIMPROVED TRAILS	CONTROLS
Single Vehicle					
Garrison					
Convoy					
Tactical					
Recovery Operations					

CONDITIONS OF LIMITED VISIBILITY	DAY	NIGHT	FOG	DUST / MIST	CONTROLS
None					
White Lights					
Blackout Lights					
NVG					
NBC Mask					

TYPE VEHICLE		PMCS COMPLETED	NMC?	TC PRESENT	CONTROLS
POV					
NTV					
Tactical Wheeled					
Tactical Wheeled 2 ½ T					
Tactical Tracked					
Recovery Vehicle					

DRIVER ENDURANCE		REST IN LAST 24 HRS		CONTROLS
Hours	8+	6-8	4-6	
Garrison	1	5	10	
Tactical	5	10	20	

DRIVER SELECTION	LICENSE LESS 6 MOS	DURATION OVER 6 MOS	DRIVING LESS 1 YEAR	EXPERIENCE OVER 1 YEAR	DRIVERS BADGE	CONTROLS
Individual						

Assistant Driver						
TC						

ROUTE KNOWLEDGE	KNOW ROUTE	STRIP MAP	ESCORT	

Road-Condition Status Characteristics						
Road Condition	Road Surface	Snow	Ice	Snow Depth	Visibility	Temperature
Green 1	Dry	None or blowing powder	None	None	More than 50 meters	Above 35F (+2C)
Amber 5	Wet	*Packed *Slush	*Patches *Black ice *Slush	*Less than 4 inches	*Between 20 and 50 meters	Between 30F (-1C) and 35F (+2C)
Red 10	*Flooded	*Drifting	*Sheet ice	*Between 4 and 8 inches	*Between 15 and 20 meters	Between 10F (-12C) and 30F (-1C)
Black 20	*Heavily flooded	*Heavy drifting	*Extreme sheet ice	*More than 8 inches	*Less than 15 meters	Less than 10F (-12C)
*When one or more of the road conditions marked with an asterisk are noted, the corresponding road condition status must be declared.						

	NUMBER (Before Controls)	ADDITIONS OR DEDUCTIONS	ASSESSED NUMBER (After Controls)
COMPLEXITY			
TYPE VEHICLE			
NIGHT LIGHTS			
DVR ENDURANCE			
DVR SELCTION			
WEATHER			
ROAD CONDITN			
TOTAL			

40 OR MORE	31 TO 40	21 TO 30	20 OR LESS
Extremely High Brigade Commander	High Battalion Commander	Moderate Company Commander	Low NCOIC / OIC